

SECRET

Executive for A&M
Attention:
Chief, Management Branch

23 June 1948

Assistant Director for Operations

Changes in Organization Chart of OO

1505

1. In accordance with your request, the following amendments to the current organization chart of OO (CIA Organization Charts; 15 October 1947, Page 7), together with approved changes in the statements of functions included thereon, are submitted for your information.

2. Office of Assistant Director: No changes.

3. Foreign Documents Branch:

(a) Statement of functions to read as follows:

1. Exploits foreign language documents, including current foreign periodicals and the foreign press, for intelligence information.
2. Prepares abstracts, translations, and bibliographies of foreign language books and periodicals; abstracts, translations, and summaries of captured documents; and extracts of current foreign press. Provides foreign industrial data, biographical intelligence data, other specialized intelligence information, and special translations of foreign language documents as requested.
3. Coordinates with CIA offices and other government agencies in the continuous exploitation of foreign language material in order to meet established requirements.
4. Makes continuous surveys to discover additional sources of foreign language material having a foreign intelligence potential.
5. Provides CIA with a central translation service for foreign language material of intelligence value."

(b) Breakdown of branch to include new division:

Translation
Service Division

